

The City Council of the City of Seabrook met in regular session on Tuesday, July 10, 2018 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

THOM KOLUPSKI

ED KLEIN

LAURA DAVIS

JEFF LARSON

NATALIE PICHA

BUDDY HAMMANN

JOE MACHOL

GAYLE COOK

SEAN LANDIS

STEVE WEATHERED

ROBIN HICKS

MAYOR

COUNCIL PLACE NO. 1

COUNCIL PLACE NO. 2

COUNCIL PLACE NO. 3

MAYOR PRO TEM &

COUNCIL PLACE NO. 4

COUNCIL PLACE NO. 5

COUNCIL PLACE NO. 6

CITY MANAGER

DEPUTY CITY MANAGER

CITY ATTORNEY

CITY SECRETARY

Mayor Kolupski called the meeting to order at 7:00 p.m.

1. PRESENTATIONS

1.1 Presentation of the post event report for the 2018 Keels and Wheels Event at Lakewood Yacht Club on May 5-6, 2018. (Fuller)

Bob Fuller, Keels and Wheels founder and organizer, stated that 2018 was the 23rd year of the event that brought in a little over 10,000 in attendance from virtually all over the U.S plus four other countries. The general area saw \$3.5 million in tourism dollars. Keels and Wheels was proudly voted the best festival in Houston among a City wide list of online voters. \$127,000 was spent on advertising, with the help of the number one public relations firm in the area, the Padgett Group, in newspapers, on the internet, on social media (facebook, twitter, instagram), on TV, on the radio, through an email blast, in magazines, in press releases, through direct mailings, during major concourse events as judges (and displaying the Keels and Wheels flag), and through speaking engagements. 525 total hotel rooms were counted as being occupied during the event, but not everyone was captured in that count. There were 254 car and boat owners, plus their families and crew and 86 pumpers and their crew. Keels and Wheels is a great show. The event has enjoyed Seabrook's support for a long time and it is very much appreciated.

Mayor Kolupski stated that it's a great show and Seabrook is honored to have it here.

1.2 Presentation of the Quarterly Report by the Open Space and Trails Committee. (Burton)

Helen Burton, Chair of the Open Space & Trails Committee, stated that she went to Austin, along with the Director of Public Works, Kevin Padgett, to accept and receive \$160,000 from Keep Texas Beautiful for a grant that Committee Member Sally Antrobus had written. The plaque received is nice and is mounted in front of the new Public Works building.

47
48 The Committee has applied for a bird conservation grant to build an osprey perch on port
49 property. Charlie Jenkins with the Port of Houston gave the plans and idea to Ms. Burton. The
50 location is not only on Port property but also on a Flood Control District easement, so it was not
51 an easy idea to get off the ground.

52
53 The Committee is planning another Keep Texas Beautiful Trash Clean Up in the Fall of
54 2019, and of course, the Trash Bash event will also still be held in the Spring.

55
56 Committee Member David Popken was very involved with the cane removal project at
57 Hester Park and communication and follow up with the Boy Scout troop that took on the project.
58 Because there is now room to grow them, Mr. Popken has planted trees in that area.

59
60 200 milkweed plants have been donated and planted by Monarch Watch. Committee
61 Member John Coggeshall is watering the milkweed and taking measures to keep deer and ferrel
62 hogs from eating the plant. So far six of the 200 plants have survived.

63
64 The seedlings that were planted this year are surviving.

65
66 A girl scout troop has planted a Texas sage at Meador Park by one of the little bridges,
67 not far from the restroom, and will water it through the summer. It should do well.

68
69 The Committee has been discussing what measures to take for erosion control on Pine
70 Gully. There is a matting that can be put down, the Committee has researching to do a trial effort
71 with the matting. The area must be leveled, then seeds must be placed with the matting. The Fall
72 is the time to undertake such measures.

73
74 After a builder mistakenly dumped three trucks full of dirt at Robinson Park and
75 then removed by the builder at the request of the Director of Public Work, there is quite a bit of
76 damage. George Kayame, a Master Naturalist who works closely with the Armand Bayou Nature
77 Center, will do an assessment of the damage. Mr. Kayame's initial impression is that there is about
78 a 35-45% negative impact to the park. The Seabrook Prairie is slowly coming back, with Mr.
79 Kayame's assistance, but the concern is with vegetation taken away when the dirt was
80 subsequently removed.

81
82 Committee asked if the City would move the trees in front of Walgreens before the building
83 was demolished, and the City decided it could afford to move them. The trees have been re-planted
84 at various areas in the parks in Seabrook. Some of the trees were too big to move and other trees
85 were so tall, they would have impacted the power lines, so they had to be drastically trimmed.

86
87 The planter Baybrook Park is looking nice due to the efforts of Committee Member Debra
88 Harper.

89
90
91
92

93 The Evelyn Meador Library has launched a program called Seabrook Rocks that was
94 started by the Seabrook Association. Students have been given permission to place the decorated
95 rocks in the parks, as long as they are not placed where mowing happens. The decoration is
96 supposed to show what the students' favorite thing(s) are about Seabrook.

97
98 The Committee will be putting on another birding event on September 20 from 7:00a to
99 8:30a, starting at the Public Works Building. The bird count will take place on September 22.
100 The Audubon Society wanted to have monthly birding events, but the Committee decided to do
101 every other month. After September, the next event will be in November, December, or January.

102
103 Parks volunteer hours total 897.5 so far this year. This year, 2018, the Committee and the
104 Parks Department, along with numerous volunteers, planted 150 five gallon trees and 750
105 seedlings. For 2019, there is only one (1) tree planting scheduled, as it is overwhelming for
106 volunteers to have two.

107
108 **1.3 Presentation of the Bay Area Houston Convention and Visitors Bureau (BAHCVB) State of**
109 **the Bay Address. (Petersen)**

110
111 LeaAnn Petersen, Director of Communications, thanked the members of Council that were
112 in attendance on June 21 for the State of the Bay Address. The Bay Area Houston CVB
113 Membership is made up of the City of Kemah, the City of League City, the City of Nassau Bay,
114 and the City of Seabrook. Each member has three representative on the Board of Directors: a staff
115 member, the Mayor, and a hotelier. Because Diana Burney has recently left the Springhill Suites,
116 and she was the hotelier representative for Seabrook on the CVB Board, the Council will need to
117 fill her position as soon as staff can reach out to other hoteliers and find who is interested in serving.

118
119 The CVB was established in 2001, and at one point included the cities of Houston, La Porte
120 and Webster. The business model back then was heavy print marketing and lots of cooperative
121 advertising. The CVB participated in events, trade shows, and visitors services. The CVB was
122 staff driven, with 8-9 full time employees.

123
124 With the onset of social media, members began to dwindle as League City and Houston
125 gave up their memberships. Because social media has become the traditional form of media, it
126 can be considered as a main marketing tool, and the Board, with Ms. Petersen as the chair, is
127 moving to a marketing model with a heavy digital presence. The Board hired a marketing firm,
128 MindEcology, and now has a full time marketing manager full time with the remaining staff
129 employed part time. League City recently rejoined after seeing the success the CVB is starting to
130 achieve. MindEcology came up with the theme, "Baycations are better". The Bureau has limited
131 print advertising, and chooses what will have the most impact, specifically Texas Highway
132 Magazine, which reaches 49 million readers. Marketing is heavily targeted at social media, with
133 consistent and purposeful posting. The Houston Bay Area is a place on the map now. The CVB
134 Facebook page went from 8,465 likes to 18,741 (a 121% increase), and after having been
135 previously stagnant. Digital display banner ads are being retargeted to action ads. Search engine
136 marketing is paying 67 cents per click, and free optimization is up 113%, so the marketing team is
137 seeing more website sessions. In trying to create engagement, the team created a contest with prize
138 of a hotel for a weekend with activities and restaurants gift cards. There were 532 contest entries,

and the winner was out of San Antonio. There were two videos produced with the TV show, "Daytripper", which are being put out over and over. Those videos have reached 256k people with 107k views (88k unique) and 1.6k shares. The video has been the best success so far. The hired marketing and visitor center manager is attending tourism colleges, networking all around the Bay, getting on key boards, and becoming a member of Houston and Beyond. She worked to create a new visitors guide and is constantly updating the website. She also worked to upgrade the visitor center with new signage, new kiosk and historical displays, and updated/upgraded parking. A Hospitality training has been scheduled in the Bay Area for August 28, 2018. The member cities are sharing social media content, promoting the Baycations theme, and has developed a spinoff of Baycation ad. Ads have been taken out with local sports teams. In addition, the Houston and Beyond board, which is emphasizing a regional approach (Houston, Bay Area, Beaumont) wants the Bay Area to know that they are invested in a partnership because they want to promote leisure destination marketing. Houston and Beyond produced an article on top Mardi Gras events in the area, and Yachty Gras was on the list.

Future endeavors include working with a professional photographer to take 12 photos per city over the next 12 months. The CVB will own the copyright to all of these photos and each member city can use them in their city marketing. The Board wants to start using digital ads to specifically market bigger events like Celebration Seabrook and Keels and Wheels. Video blogging, Vlogging, is popular now, so the CVB will be working with vloggers. The Board is working to increase the partner memberships. Friendships have been created, and now that the relationships are formed, everyone will be able to navigate challenges, like 146. Each city gives 15% HOT funds to the CVB, which is used 49% for marketing; 30% salaries; and 4% operations. HOT revenue is increasing, and the projection for 2018 is a 15.5% increase among all cities. Additional hotels are coming on board as well. These numbers increased even with Harvey, and the Governor's office waiving HOT tax for 1 ½ months.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS

John Dusl – 2401 Repsdorph, stated that this will be his last visit before Council. He had previously spoken at a Council meeting regarding site construction that goes into the wee hours of morning. When he called the police, he was told to call Code Enforcement. Code Enforcement told him to call the Police Department. Mr. Dusl feels slighted as a renter because when he contacted the Community Development Department, he was told that the City has received no complaints from homeowners. When he called the police to complain about construction noise at 5:30am, no action was taken because the decimal level was not above the cutoff in the Noise Ordinance. He has been told by dispatchers that they have received many calls about this construction; however, the open records request response received shows only 3 complaints. The time of day that the work is being performed is a violation of city ordinance. The manufacturer of the construction equipment highly recommends hearing protection, and the Department of Transportation allows 85 decibels at 50 feet away for concrete trucks. The City ordinance defines night time as 10p to 7am, and any noise at night is prohibited. The penalties section of the ordinance states that night time noise is a nuisance. The City of Seabrook has acknowledged that perhaps the builder is in violation. La Porte and Kemah prohibit night time construction. Mr. Dusl is asking the City Council for an agenda item to amend the noise ordinance to specifically amend night construction.

185 **2.1** Mayor, City Council and/or members of the city staff may make announcements about
186 city/community events. (Council)
187

188 Councilmember Davis announced upcoming events Bike Around the Bay and the Toughest
189 10K.
190

191 **3. *BID AWARDS***

192

193 **3.1** Consider and take all appropriate action on Bid Award for Project 2018-701-1, Old Seabrook
194 Improvements - District Parking Lot, to low bidder, and authorize the execution of a contract
195 between the City of Seabrook and Taylor and Taylor Construction in an amount not to exceed
196 \$168,000.00. (Padgett / Craig)
197

198 Motion was made by Councilmember Picha and seconded by Councilmember Klein
199

200 To approve a Bid Award for Project 2018-701-1, Old Seabrook Improvements - District Parking
201 Lot, to low bidder, and authorize the execution of a contract between the City of Seabrook and
202 Taylor and Taylor Construction in an amount not to exceed \$168,000.00.
203

204 MOTION CARRIED BY UNANIMOUS CONSENT
205

206 **4. *CONSENT AGENDA***

207

208 **4.1** Approve on second reading proposed Ordinance 2018-17, "Revise Section 90-80 (No
209 Parking), Pertaining to Lakeside Drive." (Craig)
210

211 AN ORDINANCE AMENDING CHAPTER 90 OF THE CODE OF ORDINANCES OF THE
212 CITY OF SEABROOK, TEXAS, ENTITLED "TRAFFIC AND VEHICLES", ARTICLE III,
213 "STOPPING, STANDING, AND PARKING", DIVISION 1, "GENERALLY", SECTION 90-80,
214 "SCHEDULE I - NO PARKING ZONES"; PROVIDING ADDITIONAL REVISIONS FOR
215 LAKESIDE DRIVE; PROVIDING FOR A PENALTY IN AN AMOUNT OF NOT MORE
216 THAN TWO HUNDRED DOLLARS (\$200.00) FOR VIOLATION OF ANY PROVISIONS
217 HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS
218 OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR
219 SEVERABILITY; AND PROVIDING FOR NOTICE
220

221 **4.2** Approve on second reading proposed Ordinance 2018-16, "Amending the City of Seabrook
222 City Code of Ordinances to Update 'Appendix B' 'Master Fee Schedule'". (Landis)
223

224 AN ORDINANCE AMENDING THE CODE OF THE CITY OF SEABROOK, TO UPDATE
225 "APPENDIX B", ENTITLED "MASTER FEE SCHEDULE" BY UPDATING AND
226 AMENDING PLANNING & ZONING / COMMUNITY DEVELOPMENT / BUILDING
227 DEPARTMENT RESIDENTIAL / COMMERCIAL CONSTRUCTION FEES, OTHER
228 ADMINISTRATIVE FEES, OTHER PERMIT FEES, FIRE ALARM, FIRE SPRINKLER FEES;
229 UPDATING AND AMENDING PARKS AND RECREATION FACILITY FEES,
230 CAROTHERS COASTAL GARDENS RENTAL FEES; UPDATING AND AMENDING

SANITATION / GARBAGE COLLECTION FEES TO ADD AN OVERAGE FEE; AND
UPDATING AND AMENDING MUNICIPAL COURT FEES TO ADD FEES FOR COPIES OF
PUBLIC INFORMATION; MAKING FINDING OF FACT; REPEALING AND REPLACING
ALL REFERENCES TO SUCH FEES AND CHARGES IN ALL ORDINANCES OR
RESOLUTION IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR
SEVERABILITY; AND PROVIDING FOR NOTICE AND EFFECTIVE DATE

4.3 Approve a Phase 1 Boring Directional permit requested by Dow Seadrift Pipeline Corporation to accommodate future relocation of approximately 4.36 miles of 10" Propane and 6" Ethylene pipeline due to the expansion project of SH146 by the Texas Department of Transportation (TXDot). (Landis)

4.4 Approve the minutes of the June 19, 2018 Special City Council Meeting. (Hicks)

4.5 Approve the minutes of the June 19, 2018 Regular City Council Meeting. (Hicks)

Motion was made by Councilmember Davis and seconded by Councilmember Klein

To approve the Consent Agenda as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

5. NEW BUSINESS

5.1 Consider and take all appropriate action on the purchase of six new flagpoles for the Bay Area Veterans' Memorial. (Machol)

Councilmember Machol explained that the poles are only \$200 each and 3" brushed satin and 20 feet instead of 25 feet high. If the City picks up and installs the total cost is \$2100 and with installation a little over \$3300. The 100th anniversary of the end of WWI is November 11, and it would be nice if the poles were in place by that date. Glenn Royal and his wife are in favor of installation of the 6 flagpoles and flags to represent the branches of the armed services and last flag would be the POW-MIA representation. Nylon flags, which are less expensive than other types of material, also last a little longer.

Gayle Cook, City Manager, explained that there are two special funds in the budget that this project could be expensed to; however, the Parks Department already has a plan for those funds. Funds have been set aside for the Veterans Memorial, but tile and bricks have already purchased, so that fund is not in black at this time. A budget amendment would have to be approved by Council.

Mayor Kolupski stated that City staff and Council have been talking about setting up a committee for the Veterans' Memorial, which is supposed to be self-funded through the sale of bricks. In addition to the installation of flagpoles, there are other items at the memorial that need repair. The Veterans' Memorial Task Force should take on this project.

Ms. Cook stated that because the Task Force fund is currently in the red, if the Task Force paid for this project, it would have to sell a lot of bricks. The brick program is being promoted through the Veterans' Memorial website, and people can buy bricks online. The turnaround time is pretty long.

Councilmember Machol suggested that the Task Force and the City bring back the Pelican Ball and have other fundraisers.

Mayor Kolupski stated that the issue is not the \$2100, but the other items that need repair. The Task Force needs to be formed, and then get together a list of needed repairs and bring the list to Council. A whole plan for everything that is needed at the memorial is the purpose of the Task Force.

Motion was made by Councilmember Hammann and seconded by Councilmember Picha

To table this item until such time as the Veterans' Memorial Task Force can bring a full report back to Council on all items that need to be repaired and on any other items needed at the memorial.

MOTION CARRIED BY UNANIMOUS CONSENT

6. ROUTINE BUSINESS

6.1 Approve the Action Items Checklist which is attached and made a part of this Agenda. (Council)

TXDOT – Gayle Cook, City Manager, stated that there is not much new information at this time. There was some demolition activity this week with Walgreen's going down and the Valero tanks coming out. Laredo's and Tookie's are next. Everyone will start to see a lot of activity. Staff is continuing to work with TXDOT on the Advanced Funding Agreement for the utility relocates and easements. The funding agreement for the aesthetics needs to be revised because the cost of the riff raff is coming in very differently. The City is continuing to work with the design firm, SWA, on the aesthetics portion of the project.

PROJECTS – Kevin Padgett, Director of Public Works, stated that the Todville Sewer project is kicking back off this week, after delays due to rain. The crews are working on the long pulls and under road crossings. The Wastewater Treatment Plant rehab is now in Phase II with the wet well phase completed. Crews are demolishing clarifiers inside the plant, draining the tank, and starting to dismantle everything. On the Brookwood and LakePoint Forest Street project, LakePoint Forest has had removal and replacement of the East side of the road, and that area should be back in service by next Monday. The Northside of Brookwood has been demolished, and about 80% of the Northside has been pulled today. It will take about a week to cure. Staff just received word from Harris County that traffic study was completed for Todville and the intersection of Meyer and Todville must have a 4 way stop, so the City is working with Harris County to install the equipment on Saturday morning, July 14. The City will be posting information to citizens by tomorrow afternoon or Thursday morning at the latest. Message boards have been put out to notify drivers of the upcoming intersection changes. Ms. Cook noted that the City has released the final

322 payment for the Public Works Complex project, and the fiber optic project is finishing out the
323 connection to the west side.
324

325 **GRANT ADMINISTRATION** – Ms. Cook explained that staff has finished all of the
326 documentation for the HMGP for the Wastewater Treatment Plant relocation and it was submitted
327 yesterday. Now the City is waiting on the next step in the process. Staff has a meeting this week
328 on the outstanding FEMA Harvey projects. The City has submitted for a little over \$340,000 in
329 reimbursements, and those applications are showing as pending on the FEMA grant portal.
330

331 Motion was made by Councilmember Davis and seconded by Councilmember Machol
332

333 To approve the Action Items Checklist.
334

335 MOTION CARRIED BY UNANIMOUS CONSENT
336

337 **6.2** Establish future meeting dates and agenda items, including discussion and possible action on
338 October meetings change to accommodate National Night Out. (Council)
339

340 The next City Council meeting will be Friday, July 13, at 8:00am for Strategic Planning,
341 then the regular meeting on July 24, starting at 6:00pm.
342

343 Councilmember Klein mentioned that the first City Council meeting in October falls on
344 the same night as National Night Out, and he asked the Council if they would be willing to change
345 the date of the first meeting in October, to accommodate National Night Out. Mayor Kolupski
346 mentioned that starting the meeting earlier that night might also work. Mayor Kolupski asked the
347 City Secretary to poll Council on their preference between an early start and moving the meeting
348 date.

349 Councilmember Hammann asked that a report on the noise ordinance from city staff be
350 placed on next agenda.
351

352 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 8:22 p.m.
353

354 Approved this 24th day of July 2018.
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364 Robin Hicks, TRMC
365 City Secretary



Thomas G. Kolupski
Mayor